



TOWNSHIP OF NOTTAWA
Isabella County, Michigan

FINANCIAL REPORT WITH
SUPPLEMENTARY INFORMATION

Year Ended March 31, 2005

AUDITING PROCEDURES REPORT

Issue under P.A. 2 of 1968, as amended. Filing is mandatory.

Local Government Type <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Government Name Township of Nottawa	County Isabella
Audit Date March 31, 2005	Opinion Date May 17, 2005	Date Accountant Report Submitted to State: September 3, 2005	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ yes ☒ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during they year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	X		
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

Certified Public Accountant (Firm Name) Campbell, Kusterer & Co., P.C.			
Street Address 512 N. Lincoln, Suite 100, P.O. Box 686	City Bay City	State MI	Zip 48707
Accountant Signature <i>Campbell, Kusterer & Co., P.C.</i>			

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

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CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

May 17, 2005

To the Township Board
Township of Nottawa
Isabella County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Nottawa, Isabella County, Michigan as of and for the year ended March 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Nottawa's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Nottawa, Isabella County, Michigan as of March 31, 2005, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of April 1, 2004.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Campbell, Kusterer & Co., P.C.

CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2005

The Management's Discussion and Analysis report of the Township of Nottawa covers the Township's financial performance during the year ended March 31, 2005.

FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Overall total capital assets remained approximately the same.

Overall revenues were \$304,523.06 from governmental activities with a \$54,058.56 increase in net assets.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of the basic financial statements and required supplementary information.

ENTITY-WIDE FINANCIAL STATEMENTS

The entity-wide statements report information about the Township as a whole. The statement of net assets includes all the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

All of the activities of the Township are reported as governmental activities. These include the General Fund.

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains stable.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for most of the Township's governmental services. The most significant are roads which incurred expenses of \$78,215.60.

CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities invested \$19,503.73 in capital assets.

The Township's governmental activities paid \$0 in principal on long-term debt.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2005

KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents a significant portion of our income.

CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township at 1887 N. Winn Road, Weidman, Michigan 48893.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

GOVERNMENT-WIDE STATEMENT OF NET ASSETS
March 31, 2005

	<u>Governmental Activities</u>
ASSETS:	
CURRENT ASSETS:	
Cash in bank	554 742 76
Taxes receivable	<u>2 835 56</u>
Total Current Assets	<u>557 578 32</u>
NON-CURRENT ASSETS:	
Capital Assets	89 703 73
Less: Accumulated Depreciation	<u>(21 923 25)</u>
Total Non-current Assets	<u>67 780 48</u>
TOTAL ASSETS	<u><u>625 358 80</u></u>
LIABILITIES AND NET ASSETS:	
LIABILITIES:	
CURRENT LIABILITIES:	
Accounts payable	<u>1 150 29</u>
Total Current Liabilities	<u>1 150 29</u>
NON-CURRENT LIABILITIES	<u>-</u>
Total Non-current Liabilities	<u>-</u>
Total Liabilities	<u>1 150 29</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	67 780 48
Unrestricted	<u>556 428 03</u>
Total Net Assets	<u>624 208 51</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>625 358 80</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
Year ended March 31, 2005

	<u>Expenses</u>	<u>Program Revenue</u>	<u>Governmental Activities</u>
		<u>Charges for Services</u>	<u>Net (Expense) Revenue and Changes in Net Assets</u>
FUNCTIONS/PROGRAMS			
Governmental Activities:			
Legislative	6 750 00	-	(6 750 00)
General government	91 751 77	4 875 00	(86 876 77)
Public safety	44 150 00	-	(44 150 00)
Public works	88 950 97	-	(88 950 97)
Culture and recreation	18 861 76	-	(18 861 76)
Total Governmental Activities	<u>250 464 50</u>	<u>4 875 00</u>	<u>(245 589 50)</u>
General Revenues:			
Property taxes			48 506 07
State revenue sharing			159 155 39
Interest			6 520 22
Miscellaneous			<u>85 466 38</u>
Total General Revenues			<u>299 648 06</u>
Change in net assets			54 058 56
Net assets, beginning of year			<u>570 149 95</u>
Net Assets, End of Year			<u>624 208 51</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

BALANCE SHEET – GOVERNMENTAL FUNDS
March 31, 2005

<u>Assets</u>	<u>General</u>
Cash in bank	507 689 60
Taxes receivable	2 835 56
Due from other funds	<u>47 053 16</u>
Total Assets	<u>557 578 32</u>
<u>Liabilities and Fund Equity</u>	
Liabilities:	
Accounts payable	1 150 29
Total liabilities	<u>1 150 29</u>
Fund equity:	
Fund balances:	
Unreserved:	
Undesignated	556 428 03
Total fund equity	<u>556 428 03</u>
Total Liabilities and Fund Equity	<u>557 578 32</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET ASSETS
March 31, 2005

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS	556 428 03
Amounts reported for governmental activities in the statement of net assets are different because –	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:	
Capital assets at cost	89 703 73
Accumulated depreciation	<u>(21 923 25)</u>
TOTAL NET ASSETS – GOVERNMENTAL ACTIVITIES	<u><u>624 208 51</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
Year ended March 31, 2005

	<u>General</u>
Revenues:	
Property taxes	48 506 07
State revenue sharing	159 155 39
Charges for services – PTAF	3 875 00
Charges for services – other	1 000 00
Interest	6 520 22
Miscellaneous	<u>85 466 38</u>
Total revenues	<u>304 523 06</u>
Expenditures:	
Legislative:	
Township Board	6 750 00
General government:	
Supervisor	9 229 45
Elections	1 850 95
Assessor	12 000 00
Clerk	9 213 05
Board of Review	2 290 70
Treasurer	13 774 45
Building and grounds	10 071 22
Cemetery	6 671 34
Unallocated	26 650 61
Public safety:	
Liquor control	1 400 00
Fire	42 750 00
Public works:	
Highways and streets	78 215 60
Street lights	5 086 00
Drains	5 649 37
Culture and recreation:	
Parks and recreation	12 770 51
Library	500 00
Capital outlay	<u>19 503 73</u>
Total expenditures	<u>264 376 98</u>
Excess of revenues over expenditures	40 146 08
Fund balance, April 1	<u>516 281 95</u>
Fund Balance, March 31	<u><u>556 428 03</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
Year ended March 31, 2005

NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS 40 146 08

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities,
these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense	(5 591 25)
Capital Outlay	<u>19 503 73</u>

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	<u><u>54 058 56</u></u>
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The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies

The accounting policies of the Township of Nottawa, Isabella County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Nottawa. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Governmental Funds

General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2004 tax roll millage rate was .9525 mills, and the taxable value was \$49,826,174.00.

Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$100.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings, additions and improvements	25 years
Furniture and equipment	15 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Accounting Change

Effective April 1, 2004, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.

Government-wide financial statements (Statement of Net Assets and Statement of Activities) prepared using the full accrual accounting for all the Township's activities have been provided.

Capital assets in the governmental activities column of the Statement of Net Assets include net assets totaling \$67,780.48.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 2 – Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
2. The proposed budgets include expenditures as well as the methods of financing them.
3. Public hearings are held to obtain taxpayer comments.
4. The budgets are adopted at the activity level by a majority vote of the Township Board.
5. The budgets are adopted on the modified accrual basis of accounting.
6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
7. The adopted budgets are used as a management control device during the year for all budgetary funds.
8. Budget appropriations lapse at the end of each fiscal year.
9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated one bank for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

	<u>Carrying Amounts</u>
Total Deposits	<u>554,742.76</u>

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 3 – Deposits and Investments (continued)

Amounts in the bank balances are without considering deposits in transit or uncleared checks.

	<u>Bank Balances</u>
Insured (FDIC)	100 000 00
Uninsured and Uncollateralized	<u>460 420 63</u>
Total Deposits	<u><u>560 420 63</u></u>

The Township of Nottawa did not have any investments as of March 31, 2005.

Note 4 – Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

	<u>Balance 4/1/04</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/05</u>
<u>Governmental Activities:</u>				
Buildings	15 200 00	-	-	15 200 00
Equipment	<u>55 000 00</u>	<u>19 503 73</u>	<u>-</u>	<u>74 503 73</u>
Total	70 200 00	19 503 73	-	89 703 73
Accumulated Depreciation	<u>(16 332 00)</u>	<u>(5 591 25)</u>	<u>-</u>	<u>(21 923 25)</u>
Net Capital Assets	<u><u>53 868 00</u></u>	<u><u>13 912 48</u></u>	<u><u>-</u></u>	<u><u>67 780 48</u></u>

Note 5 – Pension Plan

The Township has a defined contribution pension plan covering all full time employees. The Township contributes an amount of each employee's annual salary to the plan. The net pension expense for the fiscal year ended March 31, 2005, was \$7,215.86.

Note 6 – Deferred Compensation Plan

The Township does not have a deferred compensation plan.

Note 7 – Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 8 – Building Permits

The Township of Nottawa does not issue building permits. Building permits are issued by the County of Isabella.

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2005

Note 9 – Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Fund</u>	<u>Interfund Payable</u>
General	<u>47,053.16</u>	Current Tax Collection	<u>47,053.16</u>

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

BUDGETARY COMPARISON SCHEDULE – GENERAL FUND
Year ended March 31, 2005

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Over (Under)</u>
Revenues:				
Property taxes	45 590 01	45 590 01	48 506 07	2 916 06
State revenue sharing	151 457 50	151 457 50	159 155 39	7 697 89
Charges for services:				
Property tax administration	-	-	3 875 00	3 875 00
Other	1 000 00	1 000 00	1 000 00	-
Interest	5 000 00	5 000 00	6 520 22	1 520 22
Miscellaneous	<u>20 502 00</u>	<u>20 502 00</u>	<u>85 466 38</u>	<u>64 964 38</u>
Total revenues	<u>223 549 51</u>	<u>223 549 51</u>	<u>304 523 06</u>	<u>80 973 55</u>
Expenditures:				
Legislative:				
Township Board	6 800 00	6 800 00	6 750 00	(50 00)
General government:				
Supervisor	9 500 00	9 500 00	9 229 45	(270 55)
Elections	2 550 00	2 550 00	1 850 95	(699 05)
Assessor	12 000 00	12 000 00	12 000 00	-
Clerk	9 500 00	9 550 00	9 213 05	(336 95)
Board of Review	1 750 00	2 950 00	2 290 70	(659 30)
Treasurer	13 650 00	14 125 00	13 774 45	(350 55)
Building and grounds	21 350 00	21 750 00	10 071 22	(11 678 78)
Cemetery	8 100 00	8 150 00	6 671 34	(1 478 66)
Unallocated	80 250 00	76 425 00	26 650 61	(49 774 39)
Public safety:				
Liquor control	1 400 00	1 400 00	1 400 00	-
Fire	45 000 00	45 650 00	42 750 00	(2 900 00)
Public works:				
Highways and streets	123 250 00	123 250 00	78 215 60	(45 034 40)
Street lights	6 000 00	6 000 00	5 086 00	(914 00)
Drains	6 000 00	6 000 00	5 649 37	(350 63)
Culture and recreation:				
Parks and recreation	14 700 00	15 700 00	12 770 51	(2 929 49)
Library	500 00	500 00	500 00	-
Capital outlay	<u>50 000 00</u>	<u>50 000 00</u>	<u>19 503 73</u>	<u>(30 496 27)</u>
Total expenditures	<u>412 300 00</u>	<u>412 300 00</u>	<u>264 376 98</u>	<u>(147 923 02)</u>
Excess (deficiency) of revenues over expenditures	(188 750 49)	(188 750 49)	40 146 08	228 896 57
Fund balance, April 1	<u>188 750 49</u>	<u>188 750 49</u>	<u>516 281 95</u>	<u>327 531 46</u>
Fund Balance, March 31	<u>-</u>	<u>-</u>	<u>556 428 03</u>	<u>556 428 03</u>

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT
Year ended March 31, 2005

Township Board:	
Salaries	6 750 00
Supervisor:	
Salary	8 000 00
Miscellaneous	1 229 45
	9 229 45
Election:	
Wages	1 813 50
Miscellaneous	37 45
	1 850 95
Assessor:	
Salary	12 000 00
Clerk:	
Salary	8 000 00
Miscellaneous	1 213 05
	9 213 05
Board of Review:	
Wages	1 915 50
Miscellaneous	375 20
	2 290 70
Treasurer:	
Salary	11 875 00
Miscellaneous	1 899 45
	13 774 45
Building and grounds:	
Repairs and maintenance	9 159 00
Utilities	912 22
	10 071 22
Cemetery:	
Repairs and maintenance	1 741 60
Contracted services	4 724 95
Utilities	204 79
	6 671 34
Unallocated:	
Mileage	75 60
Payroll taxes	973 12
Dues	1 137 05
Contracted services	2 075 00
Printing and publishing	2 304 53
Postage	1 163 75
Insurance	4 229 00
Pension	7 215 86
Operating supplies	3 960 71
Miscellaneous	3 515 99
	26 650 61
Liquor law enforcement:	
Wages	1 400 00
Fire:	
Contracted services	42 750 00

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT
Year ended March 31, 2005

Highways and streets:	
Repairs and maintenance	<u>78 215 60</u>
Street lighting:	
Utilities	<u>5 086 00</u>
Drains:	
Repairs and maintenance	<u>5 649 37</u>
Parks and recreation:	
Repairs and maintenance	2 612 01
Contracted services	10 003 50
Utilities	<u>155 00</u>
	<u>12 770 51</u>
Library:	
Contracted services	<u>500 00</u>
Capital outlay	<u>19 503 73</u>
Total Expenditures	<u><u>264 376 98</u></u>

TOWNSHIP OF NOTTAWA
Isabella County, Michigan

CURRENT TAX COLLECTION FUND
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
Year ended March 31, 2005

	<u>Balance</u> <u>4/1/04</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>3/31/05</u>
<u>Assets</u>				
Cash in Bank	<u>653 59</u>	<u>1 406 980 51</u>	<u>1 360 580 94</u>	<u>47 053 16</u>
<u>Liabilities</u>				
Due to other funds	653 59	50 184 57	3 785 00	47 053 16
Due to other units	<u>-</u>	<u>1 356 795 94</u>	<u>1 356 795 94</u>	<u>-</u>
Total Liabilities	<u>653 59</u>	<u>1 406 980 51</u>	<u>1 360 580 94</u>	<u>47 053 16</u>

CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

May 17, 2005

To the Township Board
Township of Nottawa
Isabella County, Michigan

We have audited the financial statements of the Township of Nottawa for the year ended March 31, 2005. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES

We conducted our audit of the financial statements of the Township of Nottawa in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Township Board
Township of Nottawa
Isabella County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

OTHER COMMUNICATIONS

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

GASB 34 IMPLEMENTATION

The Governmental Accounting Standards Board issued a new reporting model for governmental units which was required to be implemented for the fiscal year ended March 31, 2005. The implementation of this pronouncement for the Township of Nottawa began with the year ended March 31, 2005. The daily operations and recording transactions did not change significantly, however, the Township is required to maintain additional records for the year end adjustments to the final presentation format.

COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

SEGREGATION OF DUTIES

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2005.

To the Township Board
Township of Nottawa
Isabella County, Michigan

SUMMARY

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

Campbell, Kusterer & Co., P.C.

CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants